

GOOD FAITH EFFORT DOCUMENTATION - EXHIBIT A

SOLICITATION NO. _____

CONTRACTOR/BIDDER'S NAME: _____

This form is provided to document outreach, solicitations and consideration given to DVBES.

Step 1 - Contact awarding department to identify potential DVBE subcontractors/suppliers.

Step 2 - Contact other state, federal and local organizations to identify potential DVBE subcontractors/suppliers.

INSTRUCTIONS ARE FOUND ON PAGE 3.

[illegible]

GOOD FAITH EFFORT DOCUMENTATION - EXHIBIT A, Continued

SOLICITATION NO. _____

CONTRACTOR/BIDDER'S NAME: _____

Step 3 - Advertisements - List publications in which you advertised to identify potential DVBE subcontractors/suppliers (include a copy of each advertisement with bid). List publication dates for each advertisement.

Publication Name	Publication Date(s)
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Step 4 - Invitations to Bid -

- a. **Solicitation Copy:** Attach a solicitation copy sent to potential DVBE subcontractors/suppliers. If multiple solicitations methods were used attach a solicitation copy for each method. If phone contacts were made, document the conversations: date, time, contact person, and business opportunities discussed.
- b. **Solicitation List:** Attach a list of all DVBEs solicited. If multiple solicitation methods were used indicate method used for each.

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Step 5 - Consider DVBE responses - List below the DVBEs responding to your solicitation. If selected for participation, write in "selected" or the business reason for non-selection. Use additional pages as needed. If you have exhausted all resources and received no responses, please indicate "none".

DVBE Name	Selected/Business Reason for Non-Selection
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____